REGIONAL DISTRICT OF NANAIMO

MINUTES OF THE REGULAR BOARD MEETING

Tuesday, May 22, 2018
7:00 P.M.
RDN Board Chambers

In Attendance:
Director W. Veenhof Chair
Director I. Thorpe Vice Chair
Director A. McPherson Electoral Area A
Director H. Houle Electoral Area B
Director M. Young Electoral Area C
Director B. Rogers Electoral Area E
Director J. Fell Electoral Area F
Director J. Stanhope Electoral Area G
Director B. McKay City of Nanaimo
Alternate
Director S. Armstrong City of Nanaimo
Director B. Bestwick City of Nanaimo
Director D. Brennan City of Nanaimo
Director J. Hong City of Nanaimo
Director M. Lefebvre City of Parksville
Director K. Oates City of Parksville
Director B. Colclough District of Lantzville
Director T. Westbroek Town of Qualicum Beach

Regrets:
Director G. Fuller City of Nanaimo
Director J. Kipp City of Nanaimo
Director B. Yoachim City of Nanaimo

Also in Attendance:
P. Carlyle Chief Administrative Officer
R. Alexander Gen. Mgr. Regional & Community Utilities
G. Garbutt Gen. Mgr. Strategic & Community Development
T. Osborne Gen. Mgr. Recreation & Parks
D. Wells Gen. Mgr. Corporate Services
W. Idema Director of Finance
D. Pearce Director of Transportation & Emergency Services
J. Hill Mgr. Administrative Services
T. Mayea Legislative Coordinator
C. Golding Recording Secretary
CALL TO ORDER

The Chair called the meeting to order and respectfully acknowledged the Coast Salish Nations on whose traditional territory the meeting took place.

The Chair welcomed Alternate Director Armstrong to the meeting.

APPROVAL OF THE AGENDA

18-171

It was moved and seconded that the agenda be approved as presented.

CARRIED UNANIMOUSLY

ADOPTION OF MINUTES

Regular Board Meeting - April 24, 2018

18-172

It was moved and seconded that the minutes of the Regular Board meeting held April 24, 2018, be adopted.

CARRIED UNANIMOUSLY

CORRESPONDENCE

18-173

It was moved and seconded that the following correspondence be received for information:

Randy O'Donnell, re Parking Lot Project at Mount Benson Regional Park

Greg and Linda Gow, re Parking Lot Project at Mount Benson Regional Park

Murray Hamilton, Strata Property Manager, Owners of Strata Plan - VIS 5160, re Development Variance Permit Application No. PL2018-001 - 3672 Horne Lake Caves Road, Electoral Area 'H'

CARRIED UNANIMOUSLY
COMMITTEE MINUTES

18-174

It was moved and seconded that the following minutes be received for information:

Executive Committee - May 15, 2018
Solid Waste Management Select Committee - May 15, 2018
Regional Parks and Trails Select Committee - May 15, 2018
Special Electoral Area Services Committee - May 11, 2018
Electoral Area Services Committee - May 8, 2018
Committee of the Whole - May 8, 2018

CARRIED UNANIMOUSLY

COMMITTEE RECOMMENDATIONS

Solid Waste Management Select Committee

Church Road Transfer Station Hauling Contract 2018-2020

18-175

It was moved and seconded that the contract for the hauling of Municipal Solid Waste, Food Waste and Yard Waste from the Church Road Transfer Station be awarded to Magnum Disposal Services for the period from July 2, 2018 to June 30, 2020 for the approximate value of $340,000 per year.

CARRIED UNANIMOUSLY

Regional Parks and Trails Select Committee

Witchcraft Lake Regional Trail Improvement Partnership Agreement

18-176

It was moved and seconded that the Regional District of Nanaimo enter into a two-year agreement with the Federation of Mountain Clubs of British Columbia for the restoration and improvement of the Witchcraft Lake Regional Trail and trails within Mount Benson Regional Park.

CARRIED UNANIMOUSLY

Mount Benson Regional Park – Parking Lot Project Update

It was moved and seconded that upon completion of the new parking lot at 2761 Benson View Road, the floating Boardwalk be repurposed as a viewing platform that does not provide a crossing, and be located on the West shore of Witchcraft Lake with a connecting trail from the new parking lot, accessible by all; and further, that the existing parking area be maintained to service the City of Nanaimo’s Park at Witchcraft Lake and as a parking area for ambulances, Search and Rescue and a staging area for Fire Department trucks to draft water from the lake.
18-177

It was moved and seconded that the main motion “That upon completion of the new parking lot at 2761 Benson View Road, the floating Boardwalk be repurposed as a viewing platform that does not provide a crossing, and be located on the West shore of Witchcraft Lake with a connecting trail from the new parking lot, accessible by all; and further, that the existing parking area be maintained to service the City of Nanaimo’s Park at Witchcraft Lake and as a parking area for ambulances, Search and Rescue and a staging area for Fire Department trucks to draft water from the lake.” be referred to the Regional Parks and Trails Select Committee.

Opposed (3): Director Thorpe, Director McPherson, and Director Fell

CARRIED

Special Electoral Area Services Committee

Non-medical Cannabis Retail Store Licence Applications Policy

18-178

It was moved and seconded that the Board adopt Regional District of Nanaimo Policy B1.24 Non-medical Cannabis Retail Stores Licence Applications with the notification requirements, as noted in section 3. c) ii) of Policy B1.24 expanded to a radius of 300 metres.

CARRIED UNANIMOUSLY

Electoral Area Services Committee

Cox Community Park Trails

18-179

It was moved and seconded that staff be directed to work with Gabriola Land and Trails Trust and to establish trails in the west section of Cox Community Park.

CARRIED UNANIMOUSLY

Huxley Community Park Phase 2 Construction Drawings

18-180

It was moved and seconded that up to $75,000 of Electoral Area ‘B’ Community Works Funds be allocated for Huxley Community Park Phase 2 Construction Drawings.

CARRIED UNANIMOUSLY

18-181

It was moved and seconded that the Gabriola Skatepark Preferred Conceptual Plan be approved.

CARRIED UNANIMOUSLY
18-182

It was moved and seconded that up to $10,000 of Electoral Area ‘B’ Community Works Funds be allocated for placement of pickleball court lines at the sport court at Huxley Community Park.

CARRIED UNANIMOUSLY

Signage Strategy for Community Parks and Trails - Electoral Area ‘F’ Review

18-183

It was moved and seconded that Malcolm Community Park be the pilot park for the new signage.

CARRIED UNANIMOUSLY

Signage Strategy for Community Parks and Trails – Electoral Area ‘G’ Review

18-184

It was moved and seconded that the pilot park for new signage for Electoral Area ‘G’ be Maple Lane Community Park and Stanhope Trail.

CARRIED UNANIMOUSLY

Maple Lane Park

18-185

It was moved and seconded that staff develop a plan and short-term costs for Maple Lane Community Park and add it to the priorities for the Five Year Plan for Electoral Area 'G' Community Parks.

CARRIED UNANIMOUSLY

Development Variance Permit Application No. PL2018-001 – 3672 Horne Lake Caves Road, Electoral Area ‘H’

18-186

It was moved and seconded that the Board approve Development Variance Permit No. PL2018-001 to increase the maximum floor area on a single storey of a recreational residence from 70 m² to 95 m² subject to the terms and conditions outlined in Attachments 2 to 4.

CARRIED UNANIMOUSLY
Development Variance Permit Application No. PL2017-153 and Request for Relaxation of the Minimum 10% Perimeter Frontage Requirement in Relation to Subdivision Application No. PL2017-151 – 2120 and 2130 Sherritt Drive, Electoral Area ‘E’

18-187

It was moved and seconded that the Board approve the request to relax the minimum 10% perimeter frontage requirements for proposed Lots 1 and 2 in relation to Subdivision Application PL2017-151, subject to the terms and conditions outlined in Attachments 2 and 3.

CARRIED UNANIMOUSLY

18-188

It was moved and seconded that the Board approve Development Variance Permit No. PL2017-153 to increase the permitted parcel depth of proposed Lots 1 and 2 subject to the terms and conditions outlined in Attachments 2 to 3.

CARRIED UNANIMOUSLY

Liquor Licence Amendment Application No. PL2018-040 – 395 and 403 Lowry’s Road, Electoral Area ‘G’

18-189

It was moved and seconded that the Board consider submissions or comments from the public regarding Liquor Licence Amendment Application No. PL2018-040.

CARRIED UNANIMOUSLY

18-190

It was moved and seconded that the Board adopt the resolution pertaining to Liquor Licence Amendment Application No. PL2018-040 attached to this report as Attachment 2.

CARRIED UNANIMOUSLY

Building Permit Activity – First Quarter 2018

18-191

It was moved and seconded that the report Building Permit Activity – First Quarter 2018 be received for information.

CARRIED UNANIMOUSLY
Committee of the Whole

Recreation Services Master Plan for District 69 (Oceanside) 2019 – 2029

18-192

It was moved and seconded that the Recreation Services Master Plan for District 69 (Oceanside) 2019-2029 be approved as a guiding document.

CARRIED UNANIMOUSLY

2017 Consolidated Financial Statements and Audit Findings Report

18-193

It was moved and seconded that the consolidated financial statements of the Regional District of Nanaimo for the year ended December 31, 2017 be approved as presented.

CARRIED UNANIMOUSLY

Spring 2018 Community Works Fund Status Report

18-194

It was moved and seconded that the Community Works Funds program project list included in Attachment 1 be approved.

CARRIED UNANIMOUSLY

18-195

It was moved and seconded that the Community Works Funds Agreements between the Regional District of Nanaimo and third parties include a requirement that further information regarding the structure be provided for asset management purposes.

CARRIED UNANIMOUSLY

Community Works Funds – Meadowood Community Centre

18-196

It was moved and seconded that pending final project approval from the Regional District of Nanaimo and the Union of BC Municipalities, the Electoral Area ‘F’ allocation of Community Works Funds for the Meadowood Community Centre be increased from the previously approved amount of $700,000, to $825,000.

CARRIED UNANIMOUSLY
Wastewater Services On-Call Electrical Maintenance and Repair Contract Award

18-197

It was moved and seconded that the Board award the Wastewater Services On-call Electrical Maintenance and Repair three-year contract to Shaw Electrical Services.

CARRIED UNANIMOUSLY

Greater Nanaimo Pollution Control Centre Liquid Aluminum Sulphate Contract Award

18-198

It was moved and seconded that the Board award the Greater Nanaimo Pollution Control Centre Liquid Aluminum Sulphate contract to ChemTrade for a period of one year.

CARRIED UNANIMOUSLY

18-199

It was moved and seconded that the General Manager of Regional and Community Utilities and the Director of Finance be authorized to extend the contract for an additional year if required.

CARRIED UNANIMOUSLY

Island Timberlands Land Access License for Shared Weather Station – Upper Nanoose Creek Watershed

18-200

It was moved and seconded that the Board approve the Non-Exclusive License five-year agreement with Island Timberlands for the use of land to install a shared weather / climate station in the upper Nanoose Creek watershed.

CARRIED UNANIMOUSLY

Nanaimo Search and Rescue New Facility Update

18-201

It was moved and seconded that staff be directed to provide the Board with a report to include recommendations of possible funding sources for the Nanaimo Search and Rescue’s new facility on Nanaimo Lakes Road.

CARRIED UNANIMOUSLY
Union of BC Municipalities, re Provincial Housing Affordability Announcements; and National Housing Strategy Launch Dates

18-202

It was moved and seconded that staff be directed to provide the Board with a report with information on how the Regional District can get involved in the new National Housing Strategy initiatives.

CARRIED UNANIMOUSLY

Federation of Canadian Municipalities Resolution - Marine Litter

18-203

It was moved and seconded that the Board support the request from the Federation of Canadian Municipalities to submit the expanded version of the Regional District of Nanaimo’s recently adopted resolution on Marine Litter for consideration at the 2018 Federation of Canadian Municipalities Annual Conference.

CARRIED UNANIMOUSLY

REPORTS

Appointment of Bylaw Enforcement Officer

18-204

It was moved and seconded that Kayla Sherice Werezak of Coastal Animal Control Services of BC Limited be appointed as a Bylaw Enforcement Officer in accordance with Bylaw Enforcement Officers Bylaw No. 857, 1992, for the specific purpose of enforcing Regional District of Nanaimo Animal Control Bylaws.

CARRIED UNANIMOUSLY

Gathering for an Event in the Agricultural Land Reserve - Amendment Bylaws 500.413, 2018 and 1285.29, 2018 – Adoption Report

18-205

It was moved and seconded that the Board adopt “Regional District of Nanaimo Land Use and Subdivision Amendment Bylaw No. 500.413, 2018”.

CARRIED UNANIMOUSLY

18-206

It was moved and seconded that the Board adopt “Regional District of Nanaimo Electoral Area ‘F’ Zoning and Subdivision Amendment Bylaw No. 1285.29, 2018”.

CARRIED UNANIMOUSLY
Regional District of Nanaimo General Local Election Bylaw No. 1772, 2018

18-207

It was moved and seconded that “Regional District of Nanaimo General Local Election Bylaw No. 1772, 2018” be introduced and read three times.

CARRIED UNANIMOUSLY

18-208

It was moved and seconded that “Regional District of Nanaimo General Local Election Bylaw No. 1772, 2018” be adopted.

CARRIED UNANIMOUSLY

BYLAWS - WITH NO ACCOMPANYING REPORT

Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.03, 2018 – Adoption

18-209

It was moved and seconded that "Drinking Water and Watershed Protection Service Amendment Bylaw No. 1556.03, 2018" be adopted.

CARRIED UNANIMOUSLY

Southern Community Economic Development Service Amendment Bylaw No. 1648.01, 2018 – Adoption

18-210

It was moved and seconded that "Southern Community Economic Development Service Amendment Bylaw No. 1648.01, 2018" be adopted.

CARRIED UNANIMOUSLY

NEW BUSINESS

Director Lefebvre thanked Wendy Idema, Director of Finance, for her years of service and wished her well in her retirement. The Chair echoed Director Lefebvre’s comments and thanked Ms. Idema for her great work at the Regional District.

IN CAMERA

18-211

It was moved and seconded that pursuant to Sections 90 (1) (a), (c), (i), (j), (k) and (m) of the Community Charter the Board proceed to an In Camera meeting for discussions related to Board appointments, labour relations, solicitor-client privilege, third party business interests, the provision of a proposed service, and a matter that, under another enactment, is such that the public may be excluded from the meeting.

CARRIED UNANIMOUSLY

TIME: 7:31 PM
18-212
It was moved and seconded that the Regular Board Meeting reconvene.

CARRIED UNANIMOUSLY

TIME: 7:40 PM

Town of Qualicum Beach Garbage Collection by the Regional District of Nanaimo

18-213
It was moved and seconded that “Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591.09, 2018”, be introduced and read three times.

CARRIED UNANIMOUSLY

18-214
It was moved and seconded that “Regional District of Nanaimo Solid Waste and Recycling Collection Service Rates and Regulations Bylaw No. 1591.09, 2018”, be adopted.

CARRIED UNANIMOUSLY

RISE AND REPORT

2018 Local Government Elections - Appointment of Chief Election Officer and Deputy Chief Election Officers

18-215
It was moved and seconded that Peter Crawford be appointed as Chief Election Officer for conducting the 2018 General Local Elections as per section 59 of the Local Government Act.

CARRIED UNANIMOUSLY

18-216
It was moved and seconded that Delcy Wells, Jacquie Hill, Tricia Mayea, and Cheryl Golding be appointed as Deputy Chief Election Officers for the 2018 General Local Elections.

CARRIED UNANIMOUSLY
Joint Subdivision Application with Wicklow West Holdings for Qualicum River Estates

18-217

It was moved and seconded that the Board approve the pursuit of a joint subdivision application by the Regional District of Nanaimo and Wicklow West Holdings at Qualicum River Estates that proposes to exchange and expand community and regional parkland in the area.

CARRIED UNANIMOUSLY

ADJOURNMENT

It was moved and seconded that this meeting be adjourned.

TIME:  7:41 PM

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CHAIR  CORPORATE OFFICER